

## NOTICE OF FUNDING AVAILABILITY

### STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES

#### BI-LINGUAL / BI-CULTURAL OUTPATIENT CLINICIAN

**TAKE NOTICE** that, in compliance with N.J.S.A. 52:14-34.4, 34.5 and 34.6, the Division of Mental Health and Addiction Services (DMHAS) hereby announces the availability of the grant program funds described herein.

**Program Name:** Bi-lingual / Bi-cultural Outpatient Clinician

**Purpose:** DMHAS is pleased to release this Request for Proposals (RFP) to recruit and retain one (1) licensed bi-lingual, bi-cultural mental health clinician to provide care, treatment and bi-lingual/multicultural services to adult consumers of mental health services in Hudson County. This initiative will replace the recently lost bi-lingual, bi-cultural position in Hudson County.

The Division is requesting proposals from non-profit, for profit, or governmental entities qualified to conduct business in New Jersey to recruit, hire and train a bi-lingual, bi-cultural clinician.

Funding is intended to support increased recruitment and retention of culturally competent staff, at community-based multicultural mental health agencies. The funded agency will foster access to culturally competent and linguistically appropriate mental health services. The resources available in the current initiative are not a new appropriation to the DMHAS; rather it is the re-bidding of an existing resource. DMHAS anticipates one (1) award.

**Available Funding Amount:** The total annualized funding is \$75,000 subject to State appropriations.

**Who Can Apply/Bidder Qualifications** To be eligible for consideration for this RFP, the bidder must satisfy the following requirements:

- The bidder must be non-profit, for profit or governmental entity;
- The bidder must be licensed by the Department of Human Services' (DHS') Office of Licensing prior to the start of services;
- For a bidder that has a contract with DMHAS in place when this RFP is issued, that bidder must have all outstanding Plans of Correction (PoC) for deficiencies submitted to DMHAS for approval prior to submission;
- The bidder must be fiscally viable based upon an assessment of the bidder's audited financial statements. If a bidder is determined, in DMHAS' sole discretion, to be insolvent or to present insolvency within the twelve (12) months

after bid submission, DMHAS will deem the proposal ineligible for contract award;

- The bidder must not appear on the State of New Jersey Consolidated Debarment Report at <http://www.state.nj.us/treasury/revenue/debarment/debarsearch.shtml> or be suspended or debarred by any other State or Federal entity from receiving funds;
- The bidder shall not employ a member of the Board of Directors in a consultant capacity;
- Pursuant to N.J.S.A. 52:32-44, a for-profit bidder and each proposed subcontractor must have a valid Business Registration Certificate on file with the Division of Revenue, i.e., this statutory requirement does not apply to non-profit organizations, private colleges and universities, or state and municipal agencies;
- The bidder must comply with the terms and conditions of DHS' contracting rules and regulations as set forth in the Standard Language Document, the Contract Reimbursement Manual (CRM) and the Contract Policy and Information Manual (CPIM). These documents are available on the web at: <http://www.state.nj.us/humanservices/ocpm/home/resources/manuals>; and
- The bidder must attend the Mandatory Bidders conference as described in the RFP.

**Proposal Procedure:** Effective June 2, 2015 the RFP is available at [www.state.nj.us/humanservices/providers/grants/rfprfi/index.html](http://www.state.nj.us/humanservices/providers/grants/rfprfi/index.html) and [www.state.nj.us/humanservices/dmhas/provider/funding/](http://www.state.nj.us/humanservices/dmhas/provider/funding/). A proposal must be submitted that comports with the RFP requirements and instructions.

**Proposal Receiving Office:** Alicia Meyer  
Division of Mental Health and Addiction Services  
Capital Place One, 3rd Floor  
222 South Warren Street  
Po Box 700  
Trenton, NJ 08625-0700

**Submission Deadline:** Proposals must be received by 4:00 p.m. Eastern Standard Time on July 7, 2015.

**Notification Date:** Bidders will be notified on or before August 11, 2015.

---

Elizabeth Connolly, Acting Commissioner

---

Date